

Newport Arts News Commission

Sandy Parks
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March 24, 2015

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City Liaison

Dear Arts Administrator:

The Newport News Arts Commission's (NNAC) grant application for FY16 (July 1, 2015 - June 30, 2016) and funding guidelines are now available on the NNAC web site at www.nnva.gov/arts-commission/resources/grants.

In order to be considered for funding, all grant applications must be *at Downing-Gross Cultural Arts Center* no later than **4:00 p.m.**, Friday, May 8, 2015; otherwise the application will **NOT** be considered for funding. The Commission will hold hearings in July. If the Commission desires to meet with representatives of your organization, you will be so notified at a later date. If you desire a change in your assigned hearing time, you must call 247-8950 upon receipt of your appointment. Failure to appear before the Commission may result in the disqualification of your application.

Organizations making multiple requests in the same funding cycle should, at the time of application, indicate to the NNAC an order of priority for the projects. Failure to prioritize requests may result in your organization not being considered for funding.

You may submit your original completed application packet electronically to jpalmeira@nnva.gov. If you decided to mail or hand deliver, you must provide your *original completed application plus 10 copies (a total of 11 packages)*. Please punch three large holes in the original and all copies so that we may place them in three-ring binders. **Mail or hand deliver to:**

Newport News Arts Commission
Dept. of Parks, Recreation & Tourism
Downing-Gross Cultural Arts Center
2410 Wickham Avenue
Newport News, VA 23607

The NNAC is grateful for your contributions in making the very best of the performing and visual arts available to residents of Newport News and the surrounding areas. We are especially interested this year in providing performances at our Downing-Gross Cultural Arts Center. We look forward to reviewing your application and learning what new projects you plan for the upcoming year. Should you have any questions, please call the NNAC liaison, Joanne Palmeira, at (757) 247-8950.

Sincerely,
Sandy Parks, Chair

(757) 247-8950 • Fax 247-8960
Downing-Gross Cultural Arts Center
2410 Wickham Avenue
Newport News, VA 23607